

Approved  
May 21, 2024  
as written

PINE MEADOW RANCH OWNERS' ASSOCIATION  
MONTHLY BOARD MEETING  
IN PERSON & VIA ZOOM VIDEO CONFERENCE  
APRIL 16, 2024

In Attendance: George Sears, President; John Adams, Vice-President; Chris Moore, Secretary; Marty Hansen (Area 2); John Pettijohn (Area 3); Shaun Baker (Area 5); John Kleba (Area 6); Taissa Folden (Area 7)

Ex Officio – Jody Robinson; Peggy Simeone, Fire Committee

Excused: Andrew Pagel; Katie Winters, Pam Slaughter

George Sears called the meeting to order at 6:30 p.m.

### **Minutes**

#### March 19, 2024

Marty Hansen referred to the first item under the Architectural Review and noted that PI-F-62 says Pine Wood and it should correctly read Pine Loop.

John Adams submitted corrections to Carol prior to the meeting.

MOTION: George Sears moved to approve the minutes of March 19, 2024, as corrected. John Adams seconded the motion.

VOTE: The motion passed unanimously.

### **Water Board Meeting**

Mr. Sears reported that the Water Company Board meeting was rescheduled to April 18<sup>th</sup> because most of the Board was out of town.

### **Ranch Manager's Report**

Jody reported that he plans to patch the bad spot in the Canyon they previously talked about with cold patch now that the water is diverted around it. He needs a couple of loads of rock but cannot get it until next week. Taissa asked if there was a spring underneath the road whether the water was coming from the side. Jody replied that there is a spring underneath; however, they were able to divert most of the water around it and it was not coming up as much.

Jody stated that another option besides cold patch is to put a plate over it and that is expensive. Mr. Sears asked if they still had the plates that the Water Company uses. Jody answered yes, but he did not want to use them in case they needed them for a water leak.

Jody noted that the roads are getting dry enough to work on and he needs to rent a roller. The roads were really washed-out last August from the freeway up. Forest Meadow and Glass hill are particularly bad. Jody would call on renting a roller tomorrow.

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Jody asked for a decision on mag water. Mr. Sears replied that the Board had not had the opportunity to talk about mag water. He noted that they did not do mag water last year. The process is very expensive, and they could use the money in other ways, but they also have a lot of dust. The Board needed to make a decision because if they want mag water this year, they need to order it early.

Mr. Adams stated that the worst area is along Arapaho and the owners along Arapaho get inundated with dust during the summer. He was concerned about those owners if they do not do mag water. Jody stated that they need to put gravel on all of Arapaho because it does not have any workable material left. Mr. Adams asked if more gravel would reduce the dust. Jody thought it might. They could also keep using the water truck and water it more as they go back and forth to the pond.

Mr. Sears asked if they are penalized if they schedule mag water and then change their mind. Jody answered no because he backed out last year due to the storm and other reasons. Jody stated that the end of June or early July is the optimal time to mag water. However, they need to fix the road before they can apply it. Taissa preferred to schedule the mag water because the roads are so much better after. She thought the owners would appreciate the effort. Jody stated that they normally mag water from where the pavement ends all the way up to the Church camps. He asked if they wanted the same route again. Mr. Adams asked if it was necessary to do Forest Meadow because there is so much open space between the homes. It was suggested that they go from Oil Well Road to the Tricycle area. There was no point in going further

Mr. Sears understood that the Board was comfortable with having Jody order the mag water.

Mr. Adams referred to the section that Jonathan Pease helped them shore up and recommended that it be reseeded. He asked if Jody could reseed it or whether they needed to hire someone. Jody thought he could do it to save the cost with a hand seeder and a bag of seed.

Ms. Folden commented on the roads in Area 7. She indicated a small leak near the front of her cabin on Elk. A vehicle going faster than 10-15 miles an hour sprays water all the way down to their cars. If they go slower, it sends a wave of water all the way down. Ms. Folden believed a long-term solution was needed for that section. Jody stated that currently every road is like that, and they have been diverting water all week. He offered to check out the area on Elk tomorrow.

Jody reported that the equipment was in good condition. The grader will need new tires this spring. He will call around for the cost.

Ms. Folden asked Jody for his assessment of the new machinery. Jody replied that it was excellent. There were a few problems with the blower, and he had to replace the overflow tank on the loader itself because it cracked. Otherwise, he was very pleased with what they were able to do with it.

Jody asked when Brian Myers' contract ends. Mr. Sears replied that the contract is a six-month window from whenever he starts plowing. He believed the current contract was from November through April.

Jody presented an idea for relocating the equipment and the signs during the winter. He suggested purchasing a 40' shipping container, high cube, 9' tall x 8' wide. They could place it on the west side of the fire station on the shed side. The cost is approximately \$5,000 delivered. Jody stated that he intends to purchase a container for his personal use at home and he will do the research and bring it back to the Board. He also needs to measure to make sure all the HOA equipment will fit. He was concerned about the height.

Mr. Sears noted that Jody had mentioned a leak. Jody stated that there is a leak above the big garage door in the shed and it drips after a rainstorm. He will look at it this summer because it was not a major leak.

Mr. Sears commented on the benefit of putting a project spreadsheet process in place to track various things they need done on the Ranch. The issue Taissa raised is not necessarily a project by itself, something that needs to be tracked. Mr. Sears remarked that Carol told him about a tracking feature in one of the applications they already use, and he asked her to think about setting up a time to train the Board on using it.

### **Budget Review**

The Board reviewed the unpaid bills detail.

Mr. Sears asked if the \$4,000 to Rykestone could be paid or if there was still work to be done. Mr. Adams replied that the payment was still on hold. Mr. Adams recalled that the check was cut a while back and he asked whether it had expired. He noted that checks typically expire after six months from the date on the check. Chris Moore stated that the check was written in November. Mr. Adams clarified that the grates were the only work left to be done and once the ground thaws the grates will be put in.

Mr. Adams referred to a large payment to BTM this month in the amount of \$11,660. It was reflected on the last page of the bills. Mr. Sears clarified that it was the last payment on the contract.

Mr. Sears emphasized that the \$4,000 to Rykestone will still be withheld. The check they are holding should be voided and readdressed once the work is completed.

MOTION: George Sears moved to approve the unpaid bills as presented, less the \$4,000 to Rykestone, in the amount of \$8,838. Taissa Folden seconded the motion.

VOTE: The motion passed unanimously.

### **Roads and Parking**

John Adams reported that the RFP he planned to present this evening was not ready. The RFP is for hydrology and civil engineering.

Mr. Adams commented on the importance of setting deadlines and finding a way to make it happen. He thought it might require a discussion behind closed doors with a collective group.

Mr. Sears agreed that they need a timeline. He asked how close they were at this point. Mr. Adams replied that the RFP is written but Mark Mason wanted to do some fine tuning and he has not yet had the opportunity. Mr. Sears stated that once Mark does the fine tuning, they can decide to either schedule a meeting or just put it out for comments.

### **Rentals**

Mr. Sears reported that only one person called him regarding the issue of rentals. There have not been any other complaints. Mr. Sears will ask Carol to print a list of owners who have registered as rental units. He explained that the property owner needs to register with Carol, and she will add them into the database so they can know which lots are rentals. It helps the HOA know who to track when they receive complaints. Mr. Sears clarified that the HOA does not approve the ability to rent; however, the owner needs to show in the rental agreement where they identify the requirements the renters must obey. Mr. Sears recalled the number being higher than he originally thought when he saw the list. Shaun Baker believed the list was up to 33 rentals.

### **Fire Committee**

Peggy Simeone stated that her committee is small but passionate. They sent out their first notice to the 18 people who were on the team last year. Two people responded that they wanted to stay on. Three responded that they were too busy and could not participate. She did not hear from the rest. Ms. Simeone remarked that Carol sent out a notice to everyone on the Mountain and three people responded. All three of those people attended the meeting today. Ms. Simeone noted that they currently have a committee of seven people for fire safety. She stated that some people do not want to be on the committee but are willing to help with special projects.

Ms. Simeone announced that Fire Safety Day is June 8<sup>th</sup> from 9:30-11:30. Instead of a barbeque they will have coffee, bagels, and donuts.

Ms. Simeone will contact John Pettijohn to see if he still has connections to get a helicopter. Chief Nielsen and Bryce will attend. Kathryn is unable to attend but she will send brochures and whatever else she usually brings. They will begin advertising Fire Safety Day on a regular basis.

Ms. Simeone referred to a broken sign that was sheared off at Grand View and Forest Meadow Road. The sign has one of the new evacuation signs on it and she was hoping Jody could replace the pole before summer. She noted that the sign is still attached to the pole, but the pole is down on the ground. Jody has extra signs in case the posted signs are damaged.

Ms. Simeone reported that one of the projects this year is to update the fire-safety page on the website.

She understood that the Board was looking to revamp the entire website. Mr. Sears stated that he was not pleased with the current website, host because it was causing problems with emails and how the website is currently updated. He was unsure whether the entire website would be revamped, but changing the host would allow them different options. Ms. Simeone stated that in the meantime, some things on the fire safety page are misleading and incorrect. Mr. Sears suggested that Ms. Simeone contact Carol and she will make the changes and updates. Ms. Simeone noted that Pam Middleton would be working with her, and Nicole and that Ms. Middleton was familiar with the components. If Carol needs help, Ms. Middleton would be willing to step in.

Ms. Simeone stated that they asked people today for their level of commitment to the grant management. She believed it was 50/50 on taking over full management and she suggested that they needed to partner on this. They are a small committee, and it is important to know that they have the Board to assist them when the committee members are unavailable. She personally preferred a partnership.

Mr. Adams understood Ms. Simeone's concerns, and he believed at least one of the Board members working on the RFP could be part of that group. Mr. Sears agreed that both the committee and the Board need to share ownership. Ms. Simeone remarked that there are a lot of unknowns at this point and direct communication will be key.

Ms. Simeone stated that they are committed to being a fire-wise community and they will begin the process of gathering information and preparing a checklist. It is important for the community, and it could also open additional funding in the future. They also need to educate the entire community about their personal properties and why mitigation on the roads is critical. Mr. Sears thought Ms. Simeone and the committee needed to think about how to reach the part-time owners. A lot of part-time owners do not come to Fire Safety Day and only come to their property once or twice a year. He was unsure of the best way to reach out to them. Ms. Simeone believed the easiest way to reach everyone is through the emails Carol sends out. Mr. Sears noted that Carol is able to see which emails are opened and response from which area.

### **Open Public Forum**

There were no comments or questions.

### **Architectural Review**

#### PI-F-53

John Adams reported that this item is a home project that the Board approved last August for PI-F-53. The owners are building a 2,225 square foot home at 2280 Uintah View. The owners are in the middle of the permitting process with Summit County. It is an unusual situation where Summit County wants the HOA to give permission to build the retaining wall for the driveway as it comes off the road. Mr.

Adams stated that the retaining wall is just under 7' from the road. After it snakes up a portion of the property, there is another retaining wall approximately 26' back. Each retaining wall is 4' tall.

Mr. Adams stated that it is not unusual to have a retaining wall on the Mountain. However, the issue with this particular property is that the retaining wall is in the right-of-way of the utility easements. He noted that there are other retaining walls within the utility easement, and this is not the first one.

Mr. Adams remarked that the Water Company has looked at it, as well as Rocky Mountain Power, and both signed off. The HOA is the only entity the County is waiting to hear from. Mr. Adams asked if anyone had issues with the HOA approving the retaining wall. Ms. Folden preferred to have the retaining wall to avoid future issues. Mr. Adams agreed that it is a very steep lot, and the retaining wall is necessary.

MOTION: John Adams moved to approve the retaining wall approved by Rocky Mountain Power and the Pine Meadow Mutual Water Company for Lot PI-F-53, 2280 Unitah View Road. Taissa Folden seconded the motion.

VOTE: The motion passed unanimously.

#### PI-B-16

John Adams reviewed plans for an addition to an existing home on PI-B-16, 1605 Navaho Road. The owner, Forrest Parsons, would like to add 175 square feet to the front of his existing home. The Lot Improvement Plan is complete. The owner is proposing neutral colors. The roof will be standing seam metal in medium or dark bronze. The siding color will be Tobacco Slate or Laurelwood. The slate is a gray color.

MOTION: John Adams moved to approve the Lot Improvement Plan for the 175 SF addition on Lot PI-B-16, 1605 Navaho Road. Taissa Folden seconded the motion.

VOTE: The motion passed unanimously.

#### **Communications**

John Adams reported on a phone call he received from Ron Boyer, Summit County IT Director. Mr. Boyer wanted the Board to know that the State of Utah has finished their designation process where they go into each community and determine who is served by internet and who is not served. Their website lists the specifics of every property. Mr. Boyer said that all of Tollgate is either unserved or underserved. Mr. Adams stated that the dots shown in red on his screen are homes that have broadband internet speeds below 25/3 megabits per second and are considered unserved. The yellow dots represented the properties that are unserved. And locations without access to internet speeds below 100/20 Mbps but at or above 25/3 Mbps are considered underserved, according to the state challenge

process.

Mr. Adams stated that Mr. Boyer believes Tollgate qualifies for some type of aid. The question is how it all comes about but he was more positive about them obtaining aid than before. Mr. Adams noted that the caveat is that the HOA would still need to work through someone like All West Telecommunications. There are two options. One option is to get wired broadband. The other option is a fixed wireless system if they cannot figure out how to do a wired solution with fiber optic cable.

Mr. Adams emphasized that this was merely information to update the Board. If he learns anything more, he will let everyone know.

Mr. Sears stated that a few years ago the preference was to move towards some form of fiber optic model. Mr. Adams replied that it is still an option; however, the new option is either fiber optics or wireless. Mr. Sears believed the properties shown in blue appeared to be wireless. It appears they surround the one antenna that is on the water tank.

Mr. Adams pointed out that if they do get funding, it is not whether the Board wants to do it but whether the community buys into the concept. Mr. Sears understood that the County and the State representatives are aware of the situation, and they are looking at options to address Tollgate and how they might fund it. He asked if that was a correct assumption. Mr. Adams answered yes.

### **Area Rep Reports**

Area 1 – Pam Slaughter was not present. However, she asked Mr. Sears to convey her suggestion for an a separate meeting of the Board members representing each of the areas to discuss planning around roads and understanding what is necessary to happen this year. Mr. Sears asked if anyone objected to setting up a separate meeting. He clarified that it would be a work session meeting and not a formal Board meeting. The purpose would be to look at projects for the year and where they should direct their efforts relative to ongoing repairs of Tollgate Canyon and Forest Meadow Road.

Mr. Sears stated that they would need to make sure the Road Committee is in sync. He emphasized that this meeting would not take over any of the Road Committee's responsibilities.

Mr. Sears explained that Pam Slaughter would like to represent her area by letting everyone know what the challenges are in her area. It would be an opportunity for all the Area Reps to bring forward priorities for their area. Ms. Slaughter thought a working meeting would be worthwhile for everyone to understand the challenges they are up against. Mr. Adams thought it was a good idea and a way to support each other. Mr. Sears agreed. The owners will expect the Board to relay how they intend to spend the money from the road assessment.

Mr. Sears stated that if they schedule a special meeting, they will ask the Area Reps to come to the meeting with an assessment of their own area. He reiterated that it would only be a working session to get them all on the same page relative to where they are and what they need to do. Mr. Sears stated that

he has referred several owners to the presentation that John Adams presented at the Annual Meeting.

Mr. Sears will look at options and times to meet.

Area 2 – Marty Hansen had nothing to report.

Area 3 - John Pettijohn had nothing to report.

Area 4 – Katie Winters was not present.

Area 5 – Shaun Baker had nothing to report.

Area 6 – John Kleba had nothing to report.

Area 7 – Taissa Folden had nothing to report.

**Open Public Forum**

An owner did not have any questions but wanted the Board to know that she appreciated all their hard work.

The meeting of the Pine Meadow Owners Association Board adjourned at 7:39 p.m.

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